



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Mark Simon • Vice-President – Kevin Graves • Director – Bill Pease • Director – Chris Steele • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday October 2, 2013
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Simon

Pledge of Allegiance – Led by Vice-President Graves

Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

There was one Public Comment Speaker.

C. PRESENTATIONS

1. **David Early – TriLink team - State Route 239 alignment Project
Draft Feasibility Study at <http://trilink239.org/documents/>**

David Early – Provided the details of item C-1. There was discussion between David Early and the Board.

D. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Lieutenant Alan Johnson – Provided the law enforcement details (no report) for the month of September. There was discussion between the Board and Lieutenant Johnson.

2. CHP Report – No Report

3. Fire District Report – No Report

4. East Contra Costa Fire Protection District Report – No Report

5. Supervisor Mary Piepho, District III Report – No Report

E. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – No Report

4. Special Districts Report – No Report**

**These meetings are held Quarterly

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT minutes of previous special meeting dated September 19, 2013

2. Approve Register of District Invoices

3. Capacity Fee Charge Report for Fiscal Year 2012-2013

Motion by: Director Pease to approve the Consent Calendar

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 5, NOES: 0

G. NEW BUSINESS AND ACTION ITEMS

1. Preparation of Plans and Specifications for Projects related to Wastewater Facilities

General Manager Howard – Provided details of item G-1.

District Engineer Gregory Harris – Provided additional details of item G-1. There was discussion between the General Manager, the District Engineer, and the Board. There was one Public Comment Speaker.

Motion by: Director Pease to authorize HERWIT Engineering to proceed with the preparation of Plans and Specifications for Wastewater Improvements and authorize the General Manager to issue purchase orders for the respective projects

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 5, NOES: 0

2. Purchase Video Surveillance System for the Discovery Bay Community Center

General Manager Howard – Stated that item G-2 has been pulled and will return at a future meeting.

3. Reimbursement Agreement between the Town of Discovery Bay Community Services District and (1) Disco Bay Partners LLC (Newport Pointe); and (2) Pantages at Discovery Bay LLC.

General Manager Howard – Provided details of item G-3. There was discussion between the General Manager, Legal Counsel, and the Board.

Motion by: Vice-President Graves to authorize the General Manager to enter into a Reimbursement Agreement between the Town of Discovery Bay and: (1) Disco Bay Partners LLC (Newport Pointe); and (2) Pantages at Discovery Bay LLC (Pantages Bays) to effectuate the future annexation of those residential development projects into the Town of Discovery Bay District boundaries

Second by: Director Wiesen

Vote: Motion Carried – AYES: 5, NOES: 0

4. Special District Leadership Academy Conference

General Manager Howard – Provided details of item G-4. There was discussion between the General Manager and the Board.

Motion by: Vice-President Graves to approve the attendance by the entire Board at the Special District Leadership Academy Conference on November 17, 2013 through November 20, 2013

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

H. PRESIDENT REPORT AND DIRECTORS' COMMENTS

I. MANAGER'S REPORT

None

J. GENERAL MANAGER'S REPORT

None

K. DISTRICT LEGAL COUNSEL REPORT

None

L. COMMITTEE UPDATES – Discussion and Possible Action

1. Community Center Status Report (No written report)

M. CORRESPONDENCE – Discussion and Possible Action

1. R – State Route 4 Bypass meeting minutes dated August 4, 2013

2. R – Byron Municipal Advisory Committee meeting minutes dated August 15, 2013

N. PUBLIC RECORD REQUESTS RECEIVED

O. FUTURE AGENDA ITEMS

P. ADJOURNMENT

The meeting adjourned at 8:18 p.m. to the next regular meeting dated October 16, 2013 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 10.07.13

<http://www.todb.ca.gov/content/agenda-and-minutes/>